**Amendments to the Specification**:


Please amend the paragraph beginning at page 3, line 10 as follows:

By the way, in a voice recording and reproducing apparatus using a semiconductor memory as described above as a recording medium, when voice data are recorded, they are recorded in the semiconductor memory as a voice data file to which header information has been added. This header information includes many kinds of information such as information for identifying the recorder of the voice data and the typist, recording mode, recording date ~~and~~ or the like.


Please amend the paragraph beginning at page 7, line 14 as follows:

In FIG. 1, ~~as~~ one embodiment of an information processing apparatus to which a plurality of voice recording and reproducing apparatus are connectable and which can exchange data with the voice recording and reproducing apparatus, a personal computer (PC) 10 is shown. Further, ~~as~~ one embodiment of one of the voice recording and reproducing apparatus composed as a plurality of

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USB device connected to the PC 10, a voice data recording and

reproducing apparatus 20 is shown.

Please amend the paragraph beginning page 8, line 20 as

follows:

Further, to this system control portion 25 a operational

input portion 32 is connected.  Although not shown in particular,

operational input portion 32 includes a playback button, a fast-

forward button, a rewind button, an I-mark button, an E-mark

button, an endless recording switching button ~~and~~ or the like in

addition to the record button REC and the stop button STOP.

Please amend the paragraph beginning at page 9, line 16 as

follows:

Moreover, to the system control portion 25 a data conversion

portion for data transfer 33 is connected in order to communicate

with the PC 10 via an USB cable 40.  This data conversion portion

for data transfer 33 constitutes a means for receiving data from

external apparatus such as a PC ~~and~~ or the like, a means for

sending a connection confirmation completion signal to external

apparatus and a means for sending data.  Moreover, the data

conversion portion for data transfer 33 supplies a connection

confirmation completion signal 34 to a terminal T1 of the system

control portion 25 when the USB cable 40 has been connected.

Please amend the paragraph beginning at page 10, line 25 as

follows:

FIG. 2 is a view showing the content of header information

stored in the data table 25A.  That is, this data table 25A

stores "Author ID", "Work Type ID", "Option Item name", "Option

Item ID" and or the like.

Please amend the paragraph beginning at page 12, line 11 as

follows:

That is, in the PC 10, when the control program of this

voice data recording and reproducing apparatus 20 is started,

initial settings such as settings of screen display, each

parameter and or the like are made.  In these initial settings,

for setting each parameter, a connection routine as shown in FIG.

4 is executed.  That is, in this connection routine, first, a

connection confirmation and data table creating subroutine is

called (Step S1).  More specifically, this subroutine is to

identify all USB devices connected to the PC 10 and to create a

data table showing the USB devices connected to the PC 10.  And

subsequently, based upon the data table created by means of this subroutine and stored in a RAM (not shown), a control switching (parameter setting) subroutine for the voice data recording and reproducing apparatus 20 which is a desired USB device is called (Step S2).

Please amend the paragraph beginning at page 15, line 26 as follows:

Further, for simplification, this control switching subroutine shows a processing for changing the ID number only as a representative example, and it is without saying that various data of the voice data recording and reproducing apparatus 20 such as the "Work Type ID" ~~and~~ or the like are also changed in this subroutine.

Please amend the paragraph beginning at page 18, line 9 as follows:

That is, corresponding to the throw-in of the power source switch (not shown), an internal work memory, a register ~~and~~ or the like (not shown) are first initialized (Step S31), and subsequently, it is judged whether any operating button of the operational input portion 32 has been operated or not (Step S32).

And, when the record button REC is pushed (Step S33), the recording processing is executed (Step S34). When the playback button (not shown) is pushed (Step S35), a playback processing is executed (Step S36). Moreover, when the fast-forward button (not shown) is pushed (Step S37), a fast-forward processing is executed (Step S38). When the rewind button (not shown) is pushed (Step S39), a rewind processing is executed (Step S40). Since these recording processing, play back processing, fast-forward processing and rewind processing are the same as the conventional ones, the details thereof are omitted here.

Please amend the paragraph beginning at page 19, line 9 as follows:

This subroutine is executed as shown in FIG. 9. That is, first, it is judged whether there is a request for identification code transfer from the PC 10 or not (Step S42A). When the request for identification code transfer is received by the data conversion portion for data transfer 33 from the PC 10 via the USB cable 40 due to the processing in the Step S12, the judgment in this Step S42A becomes "YES". In this case, the system control portion 25 reads out a recorder identification code including the device type name, the "Author ID" ~~and~~ or the like

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stored in the data table 25A in the system control portion 25
(Step S42B). And, after this read-out recorder identification
code has been transferred to the PC 10 (Step S42C), the procedure
returns to the Step S42A.

Please amend the paragraph beginning at page 20, line 15 as
follows:

On the other hand, when no request for data table change has
been received in the Step S42D, it is judged whether there is a
request for remote control of the voice data recording and
reproducing apparatus 20 from the PC 10 including voice
recording, reproduction ~~and~~ or the like as described above or
not, and a processing corresponding thereto is executed.
However, since this is not a characteristic part of the present
invention, the illustration and description thereof are omitted.

Please amend the paragraph beginning at page 21, line 18 as
follows:

For example, having described the present invention as
related to a voice data recording and reproducing apparatus
recording and reproducing voice data as a voice recording and
reproducing apparatus connected to an information processing

apparatus, it is without saying that the present invention may be

applied to apparatus recording and reproducing other data such as

image data ~~and~~ or the like.  Moreover, it has been described that

both apparatus are connected with each other by USB, however, the

connection of both apparatus is not limited thereto.